



COVID-19 ROADMAP TO REOPENING EAST BATON ROUGE PARISH

Barbershop and Salon Recommendations

In accordance with Governor John Bel Edwards COVID-19 Proclamation JBE to be released this week, beauty, barber and nail salons will be allowed to open at 25% of their capacity. These businesses must adhere to strict standards preventing the spread of COVID-19. The general operating matrix will require spacing of groups, limiting concentration of people, strict use of PPE, and frequent sanitizing.

Before Opening Your Business

Register for OpenSafely.la.gov <https://opensafely.la.gov/>

Complete Guidance from LA Board of Cosmetology
http://www.lsbclouisiana.gov/pdfs/Re_open_salon.pdf

Capacity and Customer Recommendations

- Take customer temperature and ask screening questions (Have you had a cough? Have you had a fever? Have you been around anyone exhibiting these symptoms within the past 14 days? Are you living with anyone who is sick or quarantined?)
- Customers should be served by appointment only - if they do not have an appointment, customers should wait in their vehicle
- Owners should maintain an appointment book with customers name, date, and time of service
- Be flexible with work schedules/salon hours to reduce the number of people (employees and clients) in salons/shops at all times in order to maintain social distancing.
- Active workstations should be six feet apart.
- Salon/shop owners/managers should provide training, educational materials, and reinforcement on proper sanitation, hand washing, cough and sneeze etiquette, use of PPE, and other protective behaviors.
- Ensure break rooms are thoroughly cleaned and sanitized and not used for congregating by employees.



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Cleaning and Disinfecting

Salons and barbershops should already have procedures in place for wiping down equipment and maintaining proper sanitation. However, with COVID-19, owners and employees will need to increase and solidify those efforts. Considering posting your enhanced cleaning efforts for transparency with your customers.

- Capes, smocks, drapes, and neck strips are one-time use between cleanings or disposable as much as possible
- High touch surfaces to disinfect include: doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.
- Sterilize tools and ensure stations are wiped down in between each client
- A deep cleaning should be done at least once a week

Recommended Cleaning Products

- Clean the area or item with soap and water or another detergent if it is dirty. Then, use disinfectant.
- Recommend use of EPA-registered household disinfectant. Follow the instructions on the label to ensure safe and effective use of the product.
- Many products recommend:
 - Keeping surface wet for a period of time (see product label)
 - Precautions such as wearing gloves and making sure you have good ventilation during use of the product.
- Diluted household bleach solutions may also be used if appropriate for the surface.
 - Check the label to see if your bleach is intended for disinfection, and ensure the product is not past its expiration date. Some bleaches, such as those designed for safe use on colored clothing or for whitening may not be suitable for disinfection.
 - Unexpired household bleach will be effective against coronaviruses when properly diluted. Follow the manufacturer's instructions for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser. Leave the solution on the surface for at least 1 minute.
- To make a bleach solution, mix:
 - 5 tablespoons (1/3rd cup) bleach per gallon of water, or
 - 4 teaspoons bleach per quart of water
- Alcohol solutions with at least 70% alcohol may also be used.



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Employee and Customer Safety

- Require every employee who is not feeling well to stay home. They should also stay home (or work from home) if they have had to take simple medications, such as acetaminophen, ibuprofen or aspirin, which may mask symptoms of infection ([CDC](#), [OSHA](#))
 - People with these symptoms or combinations of symptoms may have COVID-19. If an employee has these symptoms you should refer them to a physician and get tested for Covid-19
 - New or Increased Cough
 - Shortness of breath or difficulty breathing
 - Fever
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste of smell
- Establish workplace guidance regarding covering coughing/sneezing and require routine washing of hands with soap and water, or alcohol-based hand rubs containing at least 60% alcohol. Provide the necessary sanitizer and supplies, especially near common touch areas. Discourage handshaking; encourage nods and waves. ([CDC](#), [WHO](#))
- Establish work policy for high-risk employees or contractors to work remotely or stay away from workplaces to every extent possible. High-risk employees are those either are over 60+ years of age or have an underlying condition like cardiovascular disease, respiratory condition, or diabetes. For all employees consider minimizing face-to-face contact between employees or assign work tasks that allow them to maintain a distance of six feet from other workers, customers and visitors. ([CDC](#))
- Establish and start performing new enhanced cleaning and sanitizing procedures consistent with CDC guidance on cleaning facilities and non-personal vehicles. Routinely clean and disinfect all frequently touched surfaces, such as workstations, countertops, handrails, and doorknobs. Discourage sharing of tools and equipment, if feasible. Increase air exchange in work facilities. ([CDC](#))
- Establish and put into effect workplace rules regarding social distancing for employees, contractors, customers, and/or vendors to remain at least at six-foot distances while in an office, store, restaurant, or other type of work facility ([CDC](#))



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- Require all employees, contractors, vendors, visitors, and/or customers to wear face coverings (cloth or disposable) ([Gov](#)) Encourage others to wear face coverings at a work facility or place of business while in close proximity to other people. ([CDC](#), [OSHA, pp12](#)) Require the use of gloves for employees or contractors who come into contact with ready-to-eat foods. ([FDA](#))
- Ask health and safety screening questions for employees, contractors, and/or vendors prior to their entering a work facility, as well as practices that are consistent with CDC guidance for appropriate use of temperature screening at work site entrances when coupled with screening questions ([CDC](#))
- Establish a workplace coordinator for COVID-19 issues and their impact. Post signs at all workplace entrances regarding health and safety protocols for the work facility, as well as signs regarding respiratory etiquette, regular hand washing, and social distancing ([CDC](#), [OHSA](#))
- Encourages employees and contractors to report any health or safety concerns to a specific person or team, email address, or phone number. ([OSHA](#))



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STATE OF LOUISIANA BOARD OF COSMETOLOGY PROPOSED GUIDELINES FOR RE-OPENING SALONS

PRIOR TO OPENING THE SALON:

1. Obtain cleaning and disinfection products and appropriate PPE.
2. Ensure the facilities meet all requirements of state and local officials for operating a business.

PRIOR TO OPENING THE SALON TO CUSTOMERS EACH DAY:

1. Place a sign at the entrance of the salon informing customers they will be screened upon entry. Services cannot be provided to any customer who has symptoms consistent with COVID-19, has a temperature exceeding 100.3, has had fever or other symptoms consistent with COVID-19 within the past 72 hours or has been in contact with any individual with fever or symptoms consistent with COVID-19 within the past 14 days.
2. All areas of the salon which will be occupied shall be cleaned and disinfected with an EPA registered disinfectant labeled bactericidal, virucidal and fungicidal including all surfaces, restrooms, break rooms, reception area, computer keyboard, phones, door handles, light switches and point of sale equipment, stations, shampoo bowls, manicure tables, pedicure tables and esthetics tables.
3. Items which cannot be sanitized shall be removed from the service area of salon, i.e. any upholstered furniture, drapery, rugs or magazines.
4. Stations in use shall be at least 10 feet from each other to maintain 6 feet between individuals except for the licensee or permittee while receiving services.
5. Stations in use shall have hand sanitizer with at least 60% alcohol available for use.
6. Any refreshments offered to customers must be in sealed, self-contained, single, serving, disposable containers.



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ENTRY TO SALONS:

1. Clients must wait outside of salon and observe social distancing requirements.
2. Each staff member and customer shall be screened upon entry to verify the individual does not have symptoms consistent with COVID-19 or a temperature exceeding 100.4. Individuals with symptoms consistent with COVID-19 or a temperature exceeding 100.4 will not be permitted in the salon.
3. Each staff member and customer shall certify in writing they have not had fever or other symptoms consistent with COVID-19 within the past 72 hours and have not been in contact with any individual with fever or symptoms consistent with COVID-19 within the past 14 days.
4. Each staff member and customer must wash hands with soap and water upon entry to the salon and prior to exiting the salon, with hand sanitizer available at the salon entrance.
5. Each staff member and customer shall wear a face covering while in the salon. Cloth coverings must be laundered and dried at high heat daily. 6. Records of all services including the customer's name and date and time of service shall be maintained by the salon for three years.

SERVICES TO BE PERFORMED IN SALONS ONLY:

1. No cosmetology services shall be performed outside of a licensed salon.
2. No cosmetology services shall be performed in the home of a customer.

PROCEDURES DURING SERVICES:

1. All reusable tools and implements shall be cleaned with an antimicrobial wash and then sanitized or sterilized after each. L.A.C. 46:XXI.701(N) and 713(A)(3)
2. Each customer shall wear a disposable cape or a cape which can be disinfected over their clothing while services are being performed.
3. Licensees and permittees performing services shall wear appropriate personal protective equipment.
4. Licensees and permittees shall wash their hands with soap and water prior to providing services to each client. L.A.C. 46:XXI.701(G), 711(B)(1) and 713(A)(1)



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5. Products shall be dispensed using sprayers, shakers, pumps or clean spatulas to avoid contamination.

PROCEDURES AFTER EACH CUSTOMER:

1. Station and chair shall be wiped down with an EPA registered labeled bactericidal, virucidal and fungicidal disinfectant.
2. Shampoo bowls and chairs shall be disinfected after each use.
3. Disposable tools, implements and capes and personal protective equipment shall be disposed of in a covered container.
4. Reusable capes shall be sanitized prior to reuse.